

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : Chief, Intelligence Training Division

SUBJECT: Weekly Report

DATE: 16 October 1952

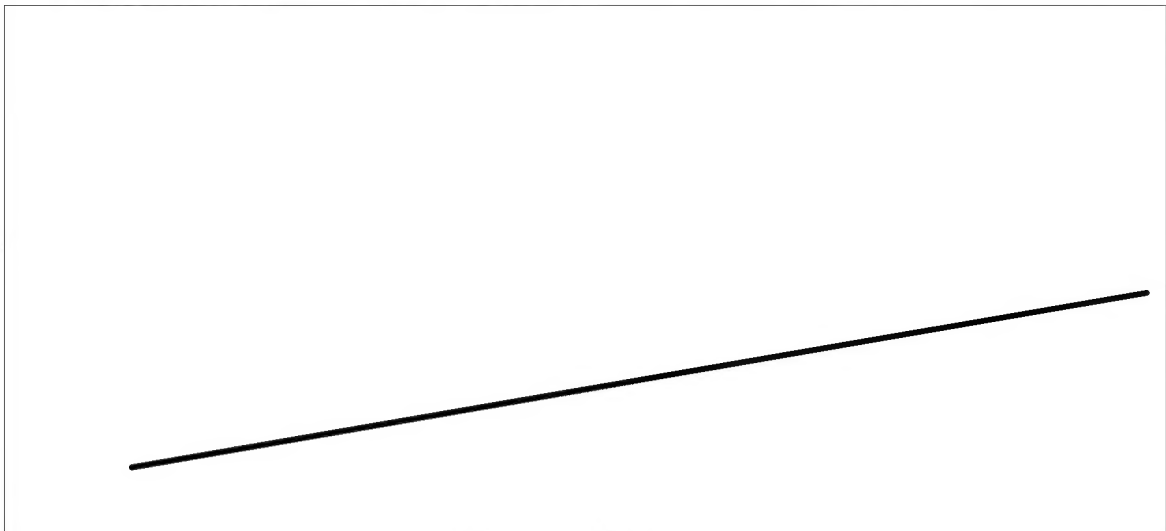
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1. The curriculum committee of the Intelligence School staff has been working on the content of a new six weeks' course. The members of the committee are now in the process of drafting statements defining the scope and methods of instruction for each of the subject matter fields to be included.

2. The Reading Improvement Laboratory currently has  students 25X1 each day.

3. It would be highly desirable if we can get the remodeling requested for Alcott Hall completed between 27 October and 8 November. During that period there will be no course in progress at the Intelligence School, and between 1 and 10 November there will be a break in four of the scheduled classes of the Reading Laboratory. The fifth class in Reading Improvement could be temporarily accommodated in some portion of our space where the carpenters were not working at the moment. The next convenient time for these alterations to be carried out would be after the close of the Intelligence School course, beginning on 10 November; i.e., after 19 December. It would be highly desirable, however, for the work in Wing D to be carried out during the earlier dates since the instruction in the Reading Laboratory is handicapped because of present makeshift arrangements.

25X1

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